

## City of Kerrville Planning & Zoning Commission Agenda

Thursday, July 20, 2006, 4:30 p.m.\*

City Hall City Council Chambers, 800 Junction Highway, Kerrville, TX

The meeting place has wheelchair accessibility and available accessible parking spaces. Please call the City of Kerrville Planning Division at (830) 792-8354 forty-eight hours (48) before the meeting to request accommodations.

### 1. **\*4:15 p.m. Pre-Meeting Session, City Council Chambers**

Review of today's agenda items between Staff and the Commission. No action will be taken and there is to be no discussion between the Commission and the applicant(s) or other audience.

### 2. **4:30 p.m. Call to Order**

Chairperson calls the meeting to order; roll call

Page

### 3. **Visitor/Citizens' Forum**

Any person with business not scheduled on the agenda is encouraged to briefly speak their ideas to the Commission. Please fill out the SPEAKER REQUEST FORM and give it to the Commission's Secretary prior to the meeting. (No formal action can be taken on these items as the Open Meetings Act requires formal action items be posted on an agenda no later than 72 hours before the meeting. If formal action is required, the items will be placed on an agenda for a future meeting.)

### 4. **Consent Agenda**

All items listed below in the consent agenda are considered routine or ministerial in nature and will be enacted with one motion. There will be no separate discussion of items unless a Commissioner or citizen so requests; in which case the item(s) will be removed from the consent agenda and considered separately.

2

#### 4A. **Approve the minutes from the meeting of July 6, 2006.**

- 4B. **Final Plat: Comanche Trace, Phase 10** – Thirty-three (33) single-family residential lots on 38.1± acres, located on the west side of Pinnacle Club Drive, located on the south side of Comanche Trace Drive, 2.2± miles south of Bandera Highway (SH 173). Zoned: R-1. Applicant: Mike Grogan c/o Comanche Trace Ranch and Golf Club, LLLC. (File #2005-12).

6

### 5. **Staff Reports**

- 5A. Future Agenda Items. Applicant: City Planner.  
5B. Project Status Report. Applicant: City Planner.  
5C. Announcements.

9

6. **Adjourn** - The next scheduled meeting is Thursday, August 3, 2006.

**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 4A **FOR AGENDA OF:** July 20, 2006

**DESCRIPTION:** Approval of the minutes from the meeting of July 6, 2006.

**APPLICANT(S):** Planning and Zoning Commission Secretary

**ATTACHMENT(S):** Minutes

---

The Commission's Secretary recommends approval of the proposed minutes.

**PRE-MEETING:**

On July 6, 2006 the Kerrville Planning and Zoning Commission pre-meeting was called to order at 4:23 p.m. in the City Hall Council Chambers, 800 Junction Highway.

**MEMBERS PRESENT:**

Mack Hamilton, Chairperson  
George Hager, Vice-Chairperson  
Jim Kessler, Commissioner  
Bruce Motheral, Commissioner  
Andy Phillips, Commissioner  
Carl Meek, Ex-Officio City Councilperson  
Paul Hofmann, Ex-Officio City Manager

**MEMBERS ABSENT:**

**STAFF PRESENT:**

Paul Menzies, Director of Development Services/City Planner  
Trina Ramirez, Planning and Zoning Commission Secretary

**DISCUSSION OF AGENDA ITEMS FOR THE REGULAR MEETING:**

The Commissioners and City Planner discussed the items on the agenda.

The pre-meeting adjourned at 4:38 p.m. No action was taken.

**1. CALL TO ORDER:**

On July 6, 2006, the Kerrville Planning and Zoning Commission regular meeting was called to order at 4:39 p.m. in the City Hall Council Chambers, 800 Junction Highway.

**2. VISITOR/CITIZENS FORUM:**

No person spoke.

**3. CONSENT AGENDA:**

**3A. Approval of the minutes from the meeting of June 15, 2006.**

Cmr. Phillips moved for approval of the consent agenda, subject to minor correction in the minutes; motion was seconded by Cmr. Motheral and passed 5-0.

#### **4. Public Hearings**

**4A. Replat: Twin Springs Ranch II, Lot 23** - Request to divide one (1) lot into two (2) lots for residential development on 52.8+ acres located at 220 Carefree Trail. Not zoned (ETJ). Applicant: Voelkel Engineering and Surveying c/o Scott Thompson. (File #2006-14).

Cmr. Hamilton opened the public hearing at 4:41 p.m. No person spoke. Cmr. Hamilton closed the public hearing at 4:42 p.m.

After questioning from the Commission, applicant Lee Voelkel discussed adding a language on the plat noting a common driveway access easement.

Cmr. Kessler moved for approval of the re-plat, subject to the addition of the plat note; motion was seconded by Cmr. Phillips and passed 5-0.

**4B.Replat: Twin Springs Ranch II, Lot 25** - Request to divide one (1) lot into four (4) lots or residential development on 103.0+ acres located at the southwest corner of Carefree Trail and Twin Springs Road. Not zoned (ETJ). Applicant: Voelkel Engineering and surveying c/o W.E. Burgess. (File #2006-17).

Cmr. Hamilton opened the public hearing at 4:44 p.m. No person spoke. Cmr. Hamilton closed the public hearing at 4:46 p.m.

After questioning from the Commission, applicant Lee Voelkel discussed the concern of the remainder tract that has no access to public roads or right of ways; he stated that remainder tract was previously taken out of Twin Springs and re-plated into Creekwood V. He agreed to make a note on the plat as such.

Cmr. Motheral moved for approval of the re-plat, subject to the addition of the plat note; motion was seconded by Cmr. Kessler and passed 5-0.

**4C. Annexation (Airport Area)** - Consideration of a recommendation to the City Council on the zoning designation of a tract proposed for annexation into the Kerrville City limits; said tract being 133+ acres and generally located adjacent to the existing City limits and adjacent to the Kerrville/Kerr County Airport. Applicant: City of Kerrville and Kerr County.

Cmr. Hamilton opened the public hearing at 4:49 p.m. No person spoke. Cmr. Hamilton closed the public hearing at 4:50 p.m.

Cmr. Phillips moved to recommend to the City Council a zoning designation of "AD" (Airport District); motion was seconded by Cmr. Hager and passed 5-0.

**4D. Annexation Request (Keystone, Phase2)** - Consideration of a recommendation to the City Council on the zoning designation of a tract proposed for annexation into the Kerrville City limits; said tract being 18.4+ acres and generally located adjacent to the existing City limits between the current termination point of Victory Lane and the future Holdsworth Drive. Applicant: Andy Phillips c/o Phoenix Summit Ltd. (File #2006-13).

Cmr. Hamilton opened the public hearing at 5:02 p.m. No person spoke. Cmr. Hamilton closed the public hearing at 5:03 p.m.

**4E. Annexation Request (Keystone, Phase3)** - Consideration of a recommendation to the City Council on the zoning designation of a tract proposed for annexation into the Kerrville City limits; said tract being 10.6+ acres and generally located adjacent to the existing City limits between the current termination points of Yorktown Boulevard and Edinburg Drive. Applicant: Andy Phillips c/o Phoenix Summit Ltd. (File #2006-16).

Cmr. Hamilton opened the public hearing at 5:04 p.m. No person spoke. Cmr. Hamilton closed the public hearing at 5:05 p.m.

Cmr. Hager moved to recommend to the City Council approval of the annexation request for agenda items 4D and 4E with the zoning designation of a "RC" (Residential Cluster); motion was seconded by Cmr. Kessler and passed 4-0.

## **5. Presentation**

**5A. Concept Plan: Keystone Subdivision** - Proposed residential and commercial development on 248+ acres generally located adjacent to the existing City limits and between Interstate 10 and Holdsworth Drive. Applicant: Matkin-Hoover Engineering c/o Andy Phillips. (File #2006-20).

Cmr. Phillips excused himself from the meeting during this item due to a conflict of interest with Keystone Subdivision. Cmr. Phillips previously filed the proper form with the City.

The Commission and the applicants representative, Ken Kolocny of Matkin-Hoover Engineering, discussed proposed utilities, land uses, lot sizes, and street extensions.

No action by the Commission was taken or was required.

## **5B. Texas Open Meetings Act Training**

After the meeting adjourned, the Commission received the appropriate training required by Statute related to the Texas Open Meetings Act.

## **6. Action Items**

**6A. Preliminary Plat: Keystone, Phase 2** - Request for thirty-nine (39) lots for single-family residential development on 10.0+ acres located along and south of a proposed extension of Victory Lane. Not zoned (ETJ). Applicant: Matkin-Hoover Engineering c/o Andy Phillips (File #2006-13)

Cmr. Motheral moved for approval of the preliminary plat as submitted; motion was seconded by Cmr. Kessler and passed 4-0.

**6B. Preliminary Plat: Keystone, Phase 3** - Request for forty-two (42) lots for duplex residential development on 10.6+ acres located along and west of a proposed extension of Yorktown Boulevard. Not Zoned (ETJ). Applicant: Matkin-Hoover Engineering c/o Andy Phillips. (File #2006-16).

After questions from Commission, applicant Ken Kolacny discussed the emergency access gate.

Cmr. Hager moved for approval of the preliminary plat as submitted; motion was seconded by Cmr. Motheral and passed 4-0.

Cmr. Phillips returned to the meeting at 5: 19 p.m. subsequent to the votes on items regarding Keystone.

**7. Staff Report**

7A. Future agenda items. Applicant: Director of Development Services/City Planner.

Mr. Menzies discussed the items that may be on future agendas.

7B. Project Status Report. Applicant: Director of Development Services/City Planner.

Mr. Menzies discussed the status of projects previously considered by the Commission.

7C. Announcements: None

**8. Adjournment** The next regularly scheduled meeting is July 20, 2006.

The meeting adjourned at 5:21 p.m.

ATTEST:

\_\_\_\_\_  
Mack Hamilton, Chairperson

\_\_\_\_\_  
Trina Ramirez, Recording Secretary

**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 4B **FOR AGENDA OF:** July 20, 2006

**DESCRIPTION:** **Final Plat: Comanche Trace, Phase 10** – Thirty-three (33) single-family residential lots on 38.1± acres located along the south side of Comanche Trace Drive, 2.2± miles south of Bandera Highway (SH 173). Zoned:ETJ. (File #2005-30).

**APPLICANT(S):** Matkin-Hoover Engineering c/o Comanche Trace Ranch and Golf Club, LLC.

**ATTACHMENT(S):** Locator Map, Plat

---

**SUMMARY STATEMENT – FINDINGS OF FACT**

**Project Schedule/History**

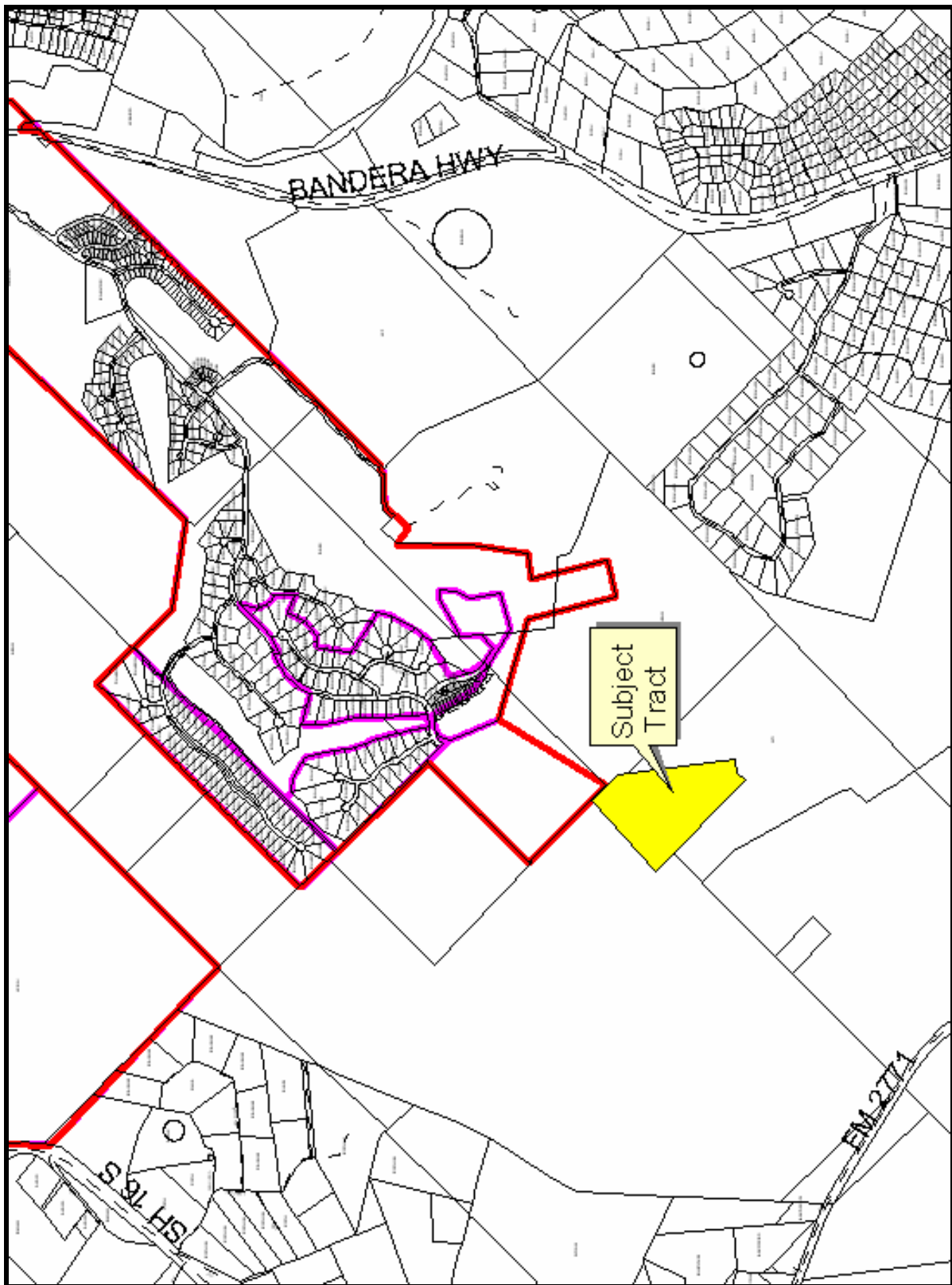
- November 2005 – Pursuant to the development agreement between the City and Comanche Trace Ranch and Golf Club, staff begins the annexation proceedings for the subject tract upon submittal of the preliminary plat application.
- December 8, 2005 – Commission approves preliminary plat.
- December 8, 2005 – The Commission conducts required public hearing on the proposed annexation and recommend a zoning designation of “R-1” (single-family residential) to the City Council.
- January 10, 2005 – City Council conducts first required public hearing on the proposed annexation.
- January 24, 2005 – City Council scheduled to conduct its second required public hearing proposed annexation.
- February 14, 2006 – City Council approves ordinance on first reading annexing and zoning the subject tract.
- February 28, 2006 – City Council approves second and final reading of the ordinance to annex and zone subject tract.
- May 31, 2006 – Initial submittal of final plat application.
- June 23, 2006 – Comments given to applicant in reference to final plat; application deemed incomplete.
- June 30, 2006 – Re-submittal by applicant; application deemed complete.

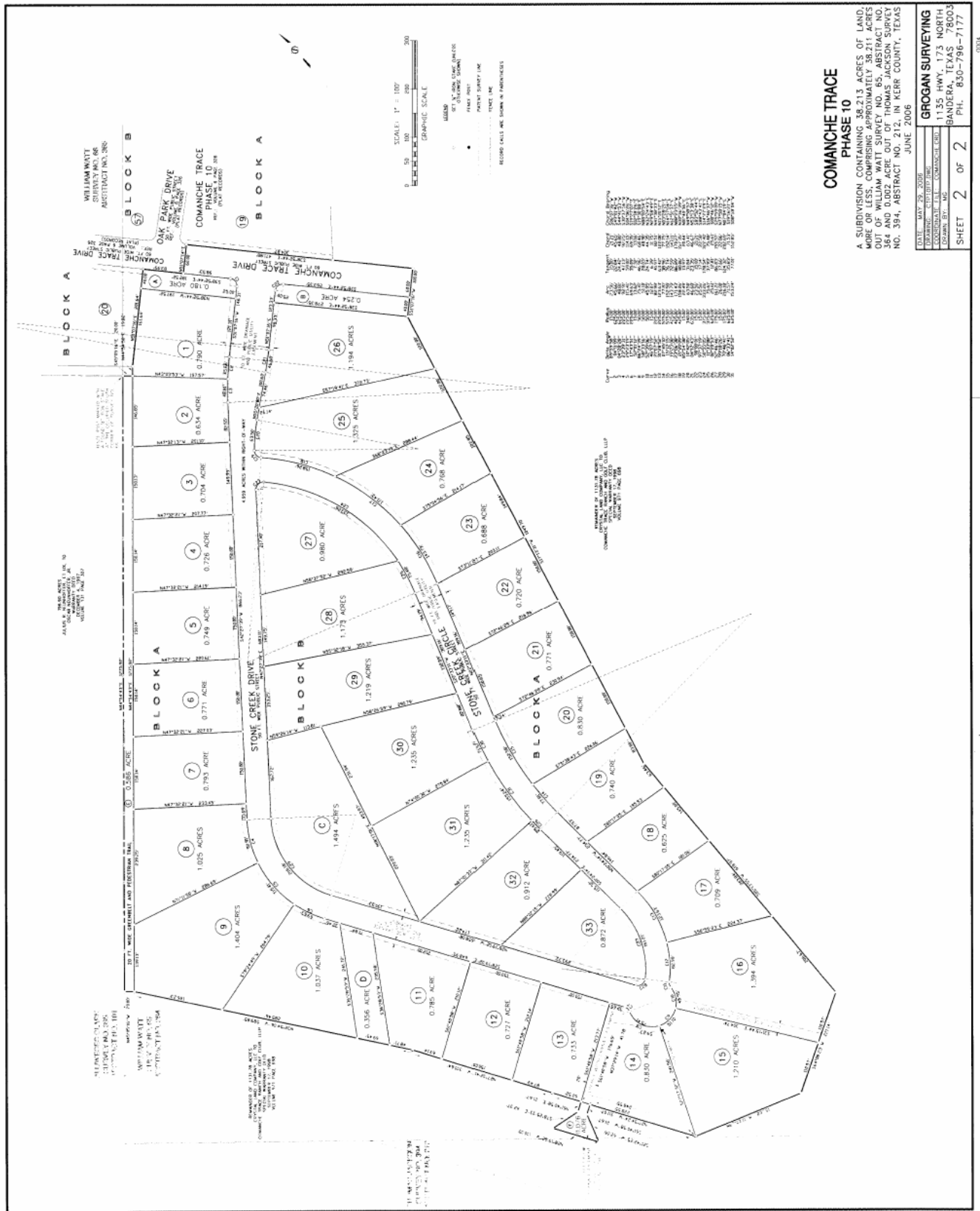
**Summary**

The final plat is consistent with the previously approved preliminary plat and meets the requirements of the subdivision ordinance. In lieu of construction and acceptance by the City of the required public improvements, the applicant has submitted a letter of credit in the amount of \$1,266,212.23 to ensure completion of said public improvements. The final plat is recommended for approval as submitted.

**RECOMMENDED ACTION**

The City Planner and City Engineer recommend approval of the final plat as submitted.







**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 5A **FOR AGENDA OF:** July 20, 2006  
**APPLICANT (S):** Kerrville Planning Division  
**DESCRIPTION:** Items for Future Review List  
**CASE TYPE:** Information

---

**SUMMARY STATEMENT – FINDINGS OF FACT**

This list shows submitted projects that require Commission approval or recommendation.

<b>Project Name</b>	<b>Type</b>	<b>Tentative P&amp;Z Date</b>
Keystone 1	Replat	TBA
Kerrville Country Estates, Tract 33 (ETJ)	Replat	Aug 3, 2006

**BUSINESS OF THE PLANNING AND ZONING COMMISSION  
CITY OF KERRVILLE, TEXAS**

**AGENDA ITEM:** 5B **FOR AGENDA OF:** July 20, 2006  
**APPLICANT (S):** Kerrville Planning Division  
**DESCRIPTION:** Past Projects List  
**CASE TYPE:** Information

---

**SUMMARY STATEMENT – FINDINGS OF FACT**

This list shows the status of projects previously considered by the Commission.

Project	P&Z Date	Status
Annexation: Airport Area	7/6/2006	<ul style="list-style-type: none"><li>• 7/11/2006 – Public hearing at Council.</li><li>• 7/25/2006 – Public hearing at Council.</li><li>• 8/22/2006 – 1<sup>st</sup> ordinance reading scheduled.</li><li>• 9/12/2006 – 2<sup>nd</sup> ordinance reading scheduled.</li></ul>
Annexation: Keystone 2	7/6/2006	<ul style="list-style-type: none"><li>• 7/11/2006 – Public hearing at Council.</li><li>• 7/25/2006 – Public hearing at Council.</li><li>• 8/22/2006 – 1<sup>st</sup> ordinance reading scheduled.</li><li>• 9/12/2006 – 2<sup>nd</sup> ordinance reading scheduled.</li></ul>
Annexation: Keystone 3	7/6/2006	<ul style="list-style-type: none"><li>• 7/11/2006 – Public hearing at Council.</li><li>• 7/25/2006 – Public hearing at Council.</li><li>• 8/22/2006 – 1<sup>st</sup> ordinance reading scheduled.</li><li>• 9/12/2006 – 2<sup>nd</sup> ordinance reading scheduled.</li></ul>